

11 July 1955

MEMORANDUM FOR: Chief, Operations School

SUBJECT: Weekly Activity Report No. 28  
Period: 5-8 July 1955

25X1

SIGNIFICANT ITEMS:

1. D/TR arrived 8 July 1955 to discuss with officials [redacted] the case of a married couple who are prospective employees [redacted]. It was agreed that the couple would be employed by the Field Training Staff/OS. Cover arrangements are being laid on now [redacted]

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OTHER ACTIVITIES:

1. D/TR held his monthly personal conference with [redacted] and AF/OS. Discussion centered around the use of the [redacted] [redacted] including discussion of the Administration Plan and the spirit covering its execution.

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2. As a matter of tightening security practices, the Field Training Staff, trainees, and [redacted] visitors to FTS/OS will now take their [redacted]

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3. Messrs. [redacted] visited D/AF/OS on 7 July 1955 to explain the current status of the Form 261, Table of Organization Change Authorization.

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4. [redacted] on 8 July to discuss with AF/OS, D/AF/OS, and A/AF/OS the administrative handling of the Ford station wagon for the period 11 July to 1 September 1955.

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5. On 5 July AF/OS held a conference to discuss the breakdown of administrative responsibilities within the office of AF/OS. D/AF/OS, A/AF/OS, [redacted] attended the meeting.

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6. On 8 July D/AF/OS held a conference for Course Chiefs and Course Training Assistants to explain the administrative responsibilities of Course Chiefs and to ensure understanding of proper routing of routine correspondence.

7. On 8 July D/AF/OS spoke briefly with the COC instructors regarding the review of COC material in light of the new Operations Course.

8. Student evaluations and course critiques for AOC #12 were completed and forwarded during the week. Final action on these were slow due to compounded personnel problems growing out of running of the first

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2.

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[redacted] annual leave, and lack of secretarial help.

9. Of the 80 evaluations from CMT #13, 16 have been forwarded to C/OS, 40 are ready for final typing, 22 are ready for editing and 2 have not yet been put into draft form.

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10. On 5 and 6 July the Resistance Operations Staff were [redacted] 25X1 for the presentation of instruction in the War Plans Staff Course.

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11. [redacted] on 5 and 6 July in connection with the preparation for COC #8 to ascertain the latest changes in procedures 25X1 and organization.

[redacted]

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15. The CFA Staff presented nine and one-half hours of tutorial instruction on [redacted] during the period 5-7 July.

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16. [redacted] presented 8 hours of tutorial [redacted] 25X1 [redacted] refresher instruction 7 and 8 July.

[redacted]

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21. The CMT secretarial staff spent the week assisting the COC secretary in preparing for COC #8.

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22. [redacted] has been notified of his appointment to the CMT Staff.

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23. [redacted] reported for duty with CFA on 5 July.

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24. [redacted] reported for duty as secretary for the Air and Maritime courses of instruction on 7 July 1955.

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3.

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25. On 5 July [redacted] to discuss his rotation with [redacted] and with members of various Area Divisions.

[redacted]

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27. [redacted] will act as Chief Instructor for the Air Operations Course during the absence of [redacted] who will be taking COC for the next five weeks.

28. [redacted] are scheduled to attend COC #8 beginning 11 July.

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29. [redacted] went on leave commencing 5 July. [redacted]  
[redacted] will represent the SSO office during his absence.

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30. [redacted] ed on annual leave 1 July.

31. [redacted] t on annual leave on 7 July.

32. [redacted] was on annual leave 7 and 8 July.

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33. [redacted] is on emergency leave.

34. [redacted] returned from annual leave on 7 July.

35. On Tuesday, 5 July, [redacted]  
en route to his new assignment.

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36. Identification pictures were taken of 43 Staff personnel and their wives by the Film Section, TAB. These photos were requested by the Security Office.

37. Two portrait heads of prominent Red leaders have been completed by the Graphics Section, TAB, for use in Post problems. Several more reproductions will be undertaken.

25X1

38. The Commo Section has completed installation of equipment permitting music to be played [redacted] during meal hours. Reaction to date has been mixed.

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[redacted]

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